

**Community Preservation Act Committee (CPAC)**  
**Meeting Minutes**  
**Thursday, February 17, 2011**

The meeting was called to order at 7:00 pm by Peter Jessop, Chair, in the Community Room in the Police Station

**COMMITTEE MEMBERS IN ATTENDANCE:**

Sandra Anderson, John Gerber, Michael Jacques (arr. 7:31), Peter Jessop, Chair; Ellen Kosmer, Vince O'Connor, Vice Chair; Mary Streeter, Clerk; Stan Ziomek

**COMMITTEE MEMBERS ABSENT:** Gai Carpenter

**STAFF / OTHERS IN ATTENDANCE:** Sonia Aldrich, Nate Malloy, David Ziomek, Tevis Kimball, George Hicks, Pat Holland, Sarah McKee, Jim Wald, Claude Tellier, Laura Fitch, Rhonda Gordon, Steve Rogers, Rev. Chrystal Roberson, Angela Robles, Judy Roncalli, Andre Peroga, Keith Middleton, others

**AGENDA**

- 7:05 – 7:35 pm: Open Space Proposals
- 7:35 – 8:20 pm: Historical Preservation Proposals
- 8:20-8:30 pm: Facilitating Restoration of Hawthorne House (independent proposal by Mr. O'Connor)
- Discuss CPAC's role in Comprehensive Permit for Olympia Oaks
- Approve any minutes from last meeting

**PRESENTATION OF PROPOSALS –**

**Open Space Proposals**

**Surveys and Appraisals – \$25,000**

**Stosz Market Hill Road** Land Conservation 26 acres – \$150,000

**Cole Property** Route 116 Land Conservation 12 acres – \$200,000

Dave Ziomek said by June 30, 2011 the Town would close on phase 1 of the Stosz property, which was approved last year. He expects to close on phase 2 some time between July 1 and early 2012. It is likely to be a little less than the appraised price. It is unlikely that the Cole property in South Amherst would be ready by Annual Town Meeting. A new appraisal is being done at the owner's request. This is a valuable piece of property to preserve.

**Historical Preservation**

**North Amherst Community Farm (NACF) – \$35,000**

Emergency Repairs for Barn and Carriage House – \$15,000

Structural Evaluation and Feasibility Study for Barn and Carriage House – \$10,000

Laura Fitch explained the project. She has done a survey of the historic farm buildings, which are in need of approximately \$200,000 in repairs. Most of the barn structure would need to be replaced. Last winter there was structural deterioration, however the roof is in good shape. Fifteen thousand dollar is needed to stabilize the barn. The NACF board would like to do a feasibility study to figure out the costs to restore the barn and perhaps use it for community events. They would like to move quickly on the repairs. A discussion of when funds would be available ensued. If reserves had been voted, there would be no problem. Since payment could be done in the months after the work is done and inspected by the Historical Commission, the timing should work out. Jim Wald reported on the Historical Commission's priority list of projects. Peter reminded Ms. Fitch that a historic preservation restriction must be placed on the barn if CPA funds are used and asked whether the NACF was a 501C3 organization. She said yes it is and the NACF board is aware of the restriction requirement. The Simple Gifts Farm and NACF are separate non-profit organizations. There is a house lot there that might be sold for affordable housing in the future.

**Hope Community Church Rehabilitation– \$45,000**

Roof Rehabilitation – \$26,000

Foundation and Drainage Work – \$19,000

Rhonda Gordon explained the project and introduced some of the church members associated with the project. She described the significance of the church's African American history. She read a portion of Robert Romer's writing about this church. Hope Church is located in the Gaylord Historic District and they are pursuing placement of the building on the Mass. Historic Register. Steve Rogers described the details of the construction needed for the roof and foundation work. He is applying for further funding for the repairs and has been told by Greg Farmer of the Mass. Historic Association, that the project would be an ideal candidate, and that funding with local CPA dollars would help leverage additional funding. Ellen asked whether slate would be used for the roof. Mr. Rogers said slate would not be used due to its weight and cost (\$26,000 for asphalt vs \$80,000 for slate). Several committee members commented on the importance of communicating to Town Meeting members the uniqueness of this building's history and the appropriateness of preserving both public and private historic structures. Leveraging additional funds is also important.

### **Rescissions on Historic Projects Previously Funded**

Peter noted that there were a few rescissions on historical project funds totaling \$57,359.59 and there is a new proposal for \$20,000 for a part-time position. There was a savings of \$39,000 in the cost of the Town Hall repairs as well as smaller amounts saved from leftover balances in other projects.

### **New Request for a part-time non-benefited position – \$20,000**

Mr. Wald stated that the Historical Commission is now requesting that a new part-time non-benefited position be funded at a cost of \$20,000, for this year only, that would oversee and manage the completion of approximately ten projects. He said many of the projects are smaller in scope, yet still take up the time of Town staff and require some expertise. Dave Ziomek said he was aware of CPAC's growing concern over the backlog of historic preservation projects. He said Mr. Malloy's work has been shifted in part to economic development duties, which prevents him from addressing the backlog. Mary suggested that this proposal should be vetted by Town Counsel to make sure this proposal is not "supplanting" because this type of work has been done in the past by Town staff.

Jim Wald commented on the reasons for a backlog of incomplete historic preservation projects. The Historical Commission has a 2005 Preservation Plan which guides a lot of its work. Some projects had been generated by Town staff. Priorities of the Historical Commission have changed over time. Dave Ziomek said that some of these smaller projects may involve several steps to complete. If the CPAC does not support this proposal, he suggested that either the CPAC could be more accepting of the delayed timeline for completion or the HC could refrain from new proposals until the backlog is addressed.

### **West Cemetery Ironwork Fencing for the Dickinson and Cutler Plots – \$50,000**

Jim Wald said a project for this work was funded in 2009 but the work needed has turned out to be more expensive than they had thought. Martha Lyon, a consultant, had provided rough cost estimates. Remaining funds from that proposal equal approximately \$22,000. The Dickinson plot will cost \$25,000. After a closer inspection, cost estimates for repair of both plots are indicate an additional \$60,000 to \$80,000 would be needed. The Cutler plot is more expensive because new forms and moldings will have to be created. In answer to Peter's comment that this additional request might more properly be labeled for the Cutler plot, Nate Malloy said he would prefer that the repairs to the Cutler plot be done first, and the additional funds would be used for the Dickinson plot. In response to Mary's question about what the previous funds had been used for, Mr. Malloy said that Martha Lyon had to research what was needed to make the repairs and write the specifications. Mary requested a cost breakdown for the repairs of the two plots and a written rationale for why the work on the Cutler plot should precede the work on the Dickinson plot. Mr. Malloy expects that the repairs will last over 100 years.

### **Town Clerk Archival materials conservation/restoration – \$10,000**

Vince asked whether there would be a second phase where the documents will be made available online so the public would have greater access. Mr. Wald said that is being discussed, but the technical aspects of digitization standards needs to be addressed first. Mary asked for a list of what documents have already been preserved and what documents will need to be preserved if there is another five-year plan for preservation.

**Amherst Historical Society Structural and Feasibility Study – \$35,000**

Nate Malloy said most of previous funds have been spent on window and electrical repairs. The Historical Society is undertaking a fund-raising plan. The feasibility study will determine how much fund-raising will be needed. Jim Wald disclosed that he is on the board of the Historical Society.

**Hawthorne House Feasibility Study Match (with Housing funds) – \$10,000**

Peter reminded that one study is being requested for \$20,000, but part will be funded from historic preservation funds and part from affordable housing funds.

**Jones Library Chimney Restoration– \$113,000**

Peter asked Jim Wald to comment on why the Historic Commission (HC) did not recommend this proposal. Mr. Wald said that it was a large proposal that came in late and was a large capital project that could drain the budget. The library has an endowment and possibly its own capital plan. He said because the chimneys could be seen through the atrium windows, it didn't seem to be an emergency and could have been dealt with by different means. Tevis Kimball, Acting Library Director, said the urgency of the needed chimney repairs was brought to her attention quite late in the process only after other repairs were being done on the roof. George Hicks said the repair of the chimneys was included in the previous roof proposal, but only after workers were up on the roof, did they realize the extent of the internal damage to the chimneys. Parts of the chimneys are already falling.

**Jones Library Conservation of 6 Historic Paintings– \$15,000**

The historic restriction on the paintings will require that they be available for the public's viewing a certain amount of time each year. The paintings definitely qualify as an historic resource.

**North Amherst Library Rehabilitation– \$21,000**

Foundation Stabilization – \$10,000

Insulation – \$11,000

Jim Wald said the HC did not recommend the North Amherst Library repairs; it was a subjective decision – whether this is maintenance or preservation. Mary said in the past the committee became aware of the importance of temperature and moisture control in preservation of materials, so a case could be made for the insulation part of this proposal. She expressed surprise that the HC prioritized restoration of the Cutler plot fencing, which had laid on the ground for years, over preservation of library buildings that could increase safety and energy savings. Mr. Wald said the HC's priorities come from the 2005 Preservation Plan and the Library has its own budget. Mr. Malloy said the HC has asked the Library for their preservation plan over the last two to three years, but has yet to see a plan. Ms. Kimball said since she has become the Acting Director, she and Mr. Hicks have developed a five-year capital plan that will be presented. She said that although the Library has an endowment and a budget, it could not address all the projects that need funding. Pat Holland said the Jones Library has been chronically under funded for years and they have been overspending from the endowment. Sarah McKee said they were not able to do the basement insulation as part of last year's project due to changes in EPA lead abatement requirements that increased the costs. Vince said that CPA funds cannot be the only source of capital funds for the Library. Mr. Malloy said these projects have been placed on the Joint Capital Planning Committee's list for FY2013 since the Town Manager said no more projects could be placed on the list for FY12. Peter commented that the CPAC is not constrained by the HC's recommendations.

**Additional comments on the Library Requests** – Tevis Kimball had planned to give a full presentation but because the hour was late she briefly commented. She expressed concern about communication because she did not know until tonight that the HC turned down two of the Library's requests. She said the paintings were donated to the library without restoration funds, after the Burnett family's plan for an art gallery did not come to fruition. She said the preservation restriction could take different forms. Mr. Hicks offered additional details on the chimney work. The staging needed to repair the chimneys is very costly. Two of the chimneys require replacement. All the chimneys provide exhaust outlets. Two of the chimney caps will be removed immediately due to safety concerns. He said a dehumidifier is runs continuously in the North Amherst Library basement.

### **Facilitating Restoration of Hawthorne House** (also listed under Housing) – \$81,200

- foundation and sill work – \$40,000
- potential lead paint work – \$40,000
- dendrology dating study – \$1,200

Vince said he requested that this item be placed on the HC's agenda, and suggested that he would present to CPAC on March 3 rather than tonight. Peter asked for more information as to why it would make sense to do this project in light of the current proposals for a study.

### **Discussion of CPAC's role in Comprehensive permit Olympia Oaks.**

The committee decided by consensus not to take an active role.

### **MINUTES**

**Motion** by Mike, 2nd by Sandy to approve the minutes of **1/20/2011**, 5 pages. **VOTED** 8 – 0

### **ADJOURNMENT**

A motion was made by Stan, 2<sup>nd</sup> by Mike to adjourn at 9:19 pm. Voted unanimously.

### **NEXT MEETINGS**

Our next meeting will be **Thursday, March 3, 2011 at 7:00 pm.** for a Public Hearing. Our meetings are usually scheduled on the 3<sup>rd</sup> Thursday of the month from September through April 2011.

Currently meetings are scheduled for March 17 (decisions), and April 21 (finalize report to Town Meeting) & 28, and possibly May 18 (Wed.) and 26.

### **HOMEWORK**

Peter requested that committee members read materials before the next meeting.

### **DOCUMENTS DISTRIBUTED**

- CPAC Agenda, 2/17/2011, 1 page
- Spreadsheet "CPAC FY2012 Proposals to be Considered for Recommendation to Town Meeting", 2/17/2011, 1 page
- Email from Nate Malloy "Historical Preservation CPA documents", 2/17/11, 1 page
- "Proposed Fiscal Year 2012 Historic Preservation Projects", 2/17/11, 13 pages
- Spreadsheet "Historic Preservation Project Balances", 1/25/11, 1 page
- "Hawthorne Feasibility Study Scope of Work" from Historical Commission and Housing Partnership/Fair Housing Committee, 2/17/11, 1 page
- Text from presentation "Feasibility Study for a Multi-Use Path" given on 2/3/11, 2 pages
- "FY2012 CPA Project Proposals" from Housing Partnership/Fair Housing Committee, 2/17/11, 4 pages
- Email from Jeffrey Bagg "ZBA Transmittal Comprehensive Permit (Chapter 40B) Olympia Oaks ZBA FY2011-00018, 2/4/11, 2 pages
- CPAC Minutes of 1/20/2011, 5 pages
- "Updated Funding Proposal" from David Ziomek, 1/12/2011, 4 pages
- Map "Annual Town Meeting Spring 2011-CPA Stosz Property" 11"x17", January 2011, 1 page
- Map showing Cole property, 1/17/2011, 1 page
- Proposal Packet from Hope Community Church, 15 pages
- Hope Community Church History and Historical Documents, 15 pages
- "Jones Library Chimney Restoration Project" from George Hicks, 2/16/2011, 23 pages
- "Jones Library CPAC: Painting Conservation Proposal" from Tevis Kimball, 2/17/2011, 12 pages
- "North Amherst Library Rehabilitation Project" from George Hicks, 2/17/2011, 19 pages

Respectfully submitted by Mary Streeter, Clerk

Approved September 15, 2011